

SECRET

DD/M&S 13-4013

Approved For Release 2000/08/15 : CIA-RDP80-01341A000100090017-3

OF 73-1198

3 AUG 1973

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Organization of the Office of Finance

1. Action Requested: This memorandum requests your approval of minor changes in the organizational structure of the Office of Finance. A chart reflecting the proposed changes (Tab A) and for comparative purposes, a copy of the current organization chart (Tab B) are attached.

2. Basic Data: This proposed revision is designed to (1) align the operating components of the Office by function, (2) consolidate executive responsibility for each functional area, and (3) relieve the line executives of staff responsibilities not related to these functional areas. To meet these objectives, the following changes in executive positions are proposed:

a. Convert Deputy Director for Special Activities to Deputy Director for Plans and Systems. This officer will direct the activities of the elements of the Office of Finance concerned with the technical aspects of financial accounting.

b. Convert Chief, Plans and Systems to Special Assistant to the Director of Finance. This officer will provide staff assistance to the Director of Finance in the fulfillment of those responsibilities of the Office of Finance which do not lend themselves to functional alignment such as the chairmanship of various finance related committees and the performance of special studies, evaluations and other duties relating to formulation of financial policy.

Approved For Release 2000/08/15 : CIA-RDP80-01341A000100090017-3

SECRET

E. 2 IMPDET CL BY: 906567

SECRET

Approved For Release 2000/08/15 : CIA-RDP80-01341A000100090017-3

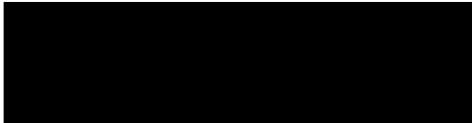
SUBJECT: Organization of the Office of Finance

3. The grade structure proposed in the reorganization is consistent with that currently authorized for the Office of Finance. The supergrades under the proposed organization and those currently authorized are noted on the charts attached as Tabs A and B.

4. Staff Position: I sincerely believe that the revised organization will result in stronger and more efficient management through coordinated identification and execution of management objectives and through broadening of the overview capacity of the Director of Finance.

5. Recommendation: Subject to your approval in principle, I would like to implement this new structure in the proposed Fiscal Year 1974 Staffing Complement for the Office of Finance which is due in to the Office of Personnel on 20 August 1973. I recommend your consideration and approval of the organizational and position changes proposed above.

25X1A


Thomas B. Hale
Director of Finance

Attachments
As Stated

25X1A

Approved For Release

APPROVED:

 341A000100090017-3

08 AUG 1973

HABOIN T. BROWNMAN